



**DEPARTMENT OF THE ARMY**  
**UNITED STATES ARMY GARRISON HEIDELBERG**  
**UNIT 29237**  
**APO AE 09102-9237**

IMEU-HEI-LG

**MAY 23 2006**

**MEMORANDUM FOR SEE DISTRIBUTION**

**SUBJECT: Command Policy Memorandum # 53, Abandoned and Non-Operational (Non-OP) Privately Owned Vehicles (POV)**

1. Reference: Army in Europe Regulation 190-1, Registering and Operating Privately Owned Vehicles in Germany, 9 Mar 2005.

2. Purpose: This memorandum establishes local policy for the identification, disposition, storage, disposal, and fiscal responsibility for abandoned, unclaimed, and non-operational POVs.

3. Applicability: This policy is applicable to all tenant units and activities within the United States Army Garrison (USAG) Heidelberg footprint.

4. Definitions: The following definitions have been extracted from UR 190-1, section II, Glossary of Terms and are provided for clarification.

a. Abandoned Vehicle: A vehicle that has gone through the procedures in section 2575, Title 10, United States Code. Vehicles that have been stationary for an extended period and vehicles missing license plates or other evidence of ownership are vehicles that will become officially "abandoned vehicles".

b. Unclaimed POV: A vehicle that has not been properly disposed of and whose owner can be identified.

5. Non-Operational Registration and Storage:

a. POVs will be registered as non-operational when:

(1) The POV does not meet or ceases to meet mechanical standards to pass the USAREUR vehicle inspection program.

(2) USAREUR driving privileges are suspended or revoked for more than 30 days.

(3) The POV registration is canceled (for example, failure to re-register or lack of third party liability insurance).

b. The USAG Heidelberg Military Community ID cardholders are authorized to place one non-operational USAREUR plated vehicle in an area designated by the Garrison Commander. The maximum time a vehicle may be placed in a non-operational holding area is three months. However, extenuating circumstances may permit a vehicle to exceed the three month time limitation. Requests to exceed the three month time limitation must be submitted to the Garrison Commander, who may approve additional time, not to exceed six months total.

c. Once a vehicle has been approved to be registered as non-operational, the POV will be placed in the non-operational holding area before the owner can register the vehicle as non-operational.

d. When a person's POV driving privileges are suspended or revoked for more than 30 days, and the POV must be registered non-operational, the non-operational registration will be valid for the period of suspension or revocation, but will not exceed one year. Because non-operational registrations are valid for three months, applicants who need a non-operational registration longer than three months will submit their request in writing to the USAREUR RMV with appropriate documentation (Garrison Commander's approval).

e. No POV will have more than two consecutive non-operational registrations without the approval from the USAG Heidelberg Commander.

f. POV ownership is not transferable while the POV is registered as non-operational.

#### 6. Abandoned or Unclaimed Vehicles:

a. When circumstances indicate a POV has been stationary for an extended period or the license plates or other evidence of ownership is missing, the designated community official POC for POV disposal will:

(1) Attach DD Form 2504 (Abandoned Vehicle Notice) to the POV. This form informs the owner that the POV will be moved to a specified holding lot if not moved within three (3) working days.

(2) After three working days, complete a vehicle condition inventory and move the POV to the community holding lot.

(3) File a DA Form 3975 (Military Police Report).

b. The disposal officer will access the Vehicle Registry Information Network (VERINET) by chassis number or, if available, by license number to determine ownership. If VERINET is not available, contact the USAREUR Registry of Motor Vehicles (RMV) with the chassis or license number to determine the identity of the last known registrant. If the search is met with negative results, the vehicle will be officially declared "abandoned".

c. The following actions are to be taken by the disposal officer:

(1) If the owner is temporarily absent, do not process the POV for disposal.

(2) If the owner is determined to be located in the command, the disposal officer will contact the owner's commander and inform the commander that he or she must take official administrative action to notify the owner and consider the possibility of punitive action against the owner.

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(3) If the owner is no longer in the command, the disposal officer will notify the owner by certified mail (return-receipt requested) and the unit commander of the owner was last assigned to that the POV has been found and will be turned over to Defense Reutilization Management Region-Europe (DRMR-E) unless other instructions are received within 45 days. If no disposition instructions are received within 45 days by the owner, the vehicle will be turned over to the MWR strip-yard or civilian contract disposal facility. If the owner replies with disposition instructions that are permitted by the basic regulation, the vehicle will be disposed of immediately according to those instructions. If the DOL disposes the POV, the RMV must be notified by informing the RMV of the make, chassis number, color, name of disposal agency and if known, the license plate number and name of owner. If USAREUR RMV records indicate a lien is on the vehicle of an absent owner, the disposal officer will send a copy of the notification letter to the lien holder.

(4) If the owner is not determined, the POV will be treated as abandoned and disposed of according to section 2575, Title 10, United States Code and DOD 4160.21M.

7. The cost of disposing an unclaimed POV will come from the operating funds of the unit to which the owner is or was assigned. Individual Garrisons are responsible for collecting disposal fees from these units.

8. Garrisons will complete AE Form 190-1AH-R (Vehicles Disposal Cost Report) and forward it to the USAG Heidelberg DOL on a quarterly basis. This report will be used for reimbursement if the owner or their unit cannot be identified.

9. Each quarter, the USAG Heidelberg Commander will send AE Form 190-1AH-R to the Commander, USAREUR/7A, ATTN: AEAGD-TR, Unit 29351, APO AE 09014.

10. Coordination: This policy was reviewed by the Community Legal Office and determined to be legally sufficient.

11. The Point of Contact for this memorandum is USAG Heidelberg DOL at DSN 373-1340.

  
WILLIE E. GADDIS  
COL, AV  
Commanding

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